



Michigan Supreme Court

State Court Administrative Office

Trial Court Services Division

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

MEMORANDUM

DATE: September 8, 2006

TO: Chief Circuit Judges
Presiding Family Division Judges

cc: AWOLP Contacts
Circuit Court Administrators
Family Division Administrators

FROM: Deborah M. Marks

RE: Tracking of Children who are Absent Without Legal Permission (AWOLP)

In an effort to ensure consistency in the data being collected by the State Court Administrative Office and to improve the exchange of information between the courts and the Department of Human Services (DHS), we have begun planning for web-based reporting. We anticipate that Judicial Information Systems (JIS) will begin programming the web application early in 2007.

Our preliminary plan is to obtain permission to download certain data elements from the Services Worker Support System (SWSS). That data will be accessed in our web application, through which courts will report activities concerning the children in their counties. Once the information is uploaded back to SWSS, DHS staff will have access to the information provided by the courts. We expect the exchange of information to occur on a daily basis. Reporting will still be required on a monthly basis.

An initial step in the process is to implement a standard reporting template. Currently, courts are pretty much all over the board in their manner of response: orders, spreadsheets, tables, paragraphs, and even some "one-liners." The use of a standard template will help eliminate the data discrepancies that result from courts using different terminology and ensure a minimum response for each child. It will also help us to develop our web application.

A proposed report form is attached. Note that the information in the grey area at the top will be provided via merge before the form is sent to you. The rest of the form will be fillable by clicking checkboxes or adding text in the appropriate fields. Your comments and suggestions will be accepted until October 31 and we expect to begin using the template before the end of the year. We welcome your input and look forward to working with you to improve the AWOLP reporting process and the accuracy of the data being collected.

County

AWOLP Report by Court

Minor's Name: _____

Date of Birth: _____ ☐ Male ☐ Female

Date Missing: _____

Legal Status: ☐ Neglect ☐ Both Delinquency and Neglect

☐ Delinquency Only *

* Courts are not required to report on minors who are delinquent only. If the minor falls in that category, please check the "Delinquency Only" box and we will follow up with DHS.

Child Placing Agency: _____

☐ Residential Facility

☐ Licensed Foster Home

☐ Relative Home

☐ Fictive Kin

☐ Suspected Abduction ☐ Suspected Abductor _____ (name)

☐ Amber Alert Sought _____ (date) ☐ Amber Alert Obtained _____ (date)

☐ National Center for Missing and Exploited Children Involved _____ (date)

☐ Entered into LEIN _____ (date)

Date of Last Hearing: _____ Date of Next Hearing: _____

Findings/Results/Comments:

Disposition:

☐ No Longer AWOLP – Whereabouts Known as of _____ (date)

Located at: _____ (address)

Located with: _____ (e.g. parent, sibling, friend – provide name)

☐ Approved by DHS ☐ Not Approved ☐ Repeat Runner

☐ Removed from LEIN _____ (date)

☐ Termination of Court Jurisdiction as of: _____ (date)

☐ Whereabouts Unknown ☐ Maximum Benefit of Services

☐ Other (explain) _____

☐ Petition Not Adjudicated

Reason Child was AWOLP:

Report Date: 9/5/2006